

DRAFT Minutes of Proceedings for the **CERTNA Board of Directors**

Thursday, March 14, 2019

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Board of Directors

Sean Saldavia, Chair, Santa Cruz County
Steve Bestolarides, Vice-Chair, San Joaquin County
Janelle Horne, Member, El Dorado County
Paul Dictos, Member, Fresno County
Jon Lifquist, Member, Kern County
Rebecca Martinez, Madera County
Barbara Levey, Member, Merced County
Stephen Vagnini, Chair, Monterey County
Bob Dutton, Member, San Bernardino County
Gina Alcomendras, Member, Santa Clara County
Leslie Morgan, Member, Shasta County
Marc Tonnesen, Member, Solano County

CERTNA Board of Directors meeting was heard at the San Joaquin County Assessor-Recorder
44 N. San Joaquin Street, Ste. 260, Stockton CA 95202

CERTNA Staff

Patrick Honny, CERTNA Executive Director, San Bernardino County
Brett Zamora, CERTNA Technical Director
Paula Pesut, CERTNA Secretary, Placer County
Ajaib Gill, CERTNA Business Manager, Kern County

10:00 a.m. convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Alternate Chair Carol Sutherland
 - a. Board of Directors Roll Call

Present:

Board of Directors:

Carol Sutherland, Alternate Chair, Santa Cruz County
Steve Bestolarides, Vice Chair, San Joaquin County
Janelle Horne, Member, El Dorado County
Brian Pace, Alternate Member, Kern, County
Rebecca Martinez, Member, Madera County
Alicia Sotelo, Alternate Member, Monterey County
Joani Finwall, Alternate Member, San Bernardino – (Remote)
Wardell House, Alternate Member, Santa Clara County
Melanie Frazer, Alternate Member, Shasta County

2. Report on closed session - Chair
3. Presentation of the Agenda
4. Public Comment – None
5. Action on consent calendar – None
6. Deferred items - None
7. General Administration
 - a. Review and Approve minutes from January 10, 2019 meeting.

A motion to approve the minutes was made by Alternate Member Pace. The

motion was seconded by Alternate Member House and carried unanimously.

- b. Adopt a date, hour, and place of the next Board meeting.
 - i. Thursday, May 9, 2019 10:00 @ San Joaquin County

A motion was made by Vice Chair Bestolarides to adopt the 5/9/19 meeting location, date and time as set out above. The motion was seconded by Alternate Member Sotelo and carried unanimously.

- c. Provide update on Calendar of Events – P. Honny
- d. Update on 2019 Business Summit – P. Honny

8. Management

- a. Review and receive financial reports
 - i. CERTNA Financial Activity Report – Presented by A. Gill

A motion was made by Alternate Member House to receive the Financial Report. The motion was seconded by Member Martinez and carried unanimously.

- b. Review and receive CERTNA Audited Financial Statements
 - i. Fiscal year ended June 30, 2018 – Presented by A. Gill

A motion was made by Alternate Member House to accept the Audited Financial Statements. The motion was seconded by Member Martinez and carried unanimously.

- c. Authorize Executive Director to negotiate and, with counsel review, execute contract with Zephyr Cove Resort & Lake Tahoe Cruises in support of the 2019 Business Summit and return to Board for ratification – P. Honny

A motion was made by Alternate Member Frazer to authorize Executive Director to negotiate and execute contract with Zephyr Cove Resort & Lake Tahoe Cruises. The motion was seconded by Alternate Member Sotelo and carried unanimously.

- d. Review and receive CERTNA Counsel audit of CERTNA organization and recommendations – P. Honny

A motion was made by Alternate Member Johnson to accept the Audited Financial Statements. The motion was seconded by Alternate Member Sutherland and carried unanimously.

- e. Review and approve job description, salary range, and recruitment for CERTNA Technical Services Associate III - P. Honny

A motion was made by Alternate Member House to and approve job description, salary range and begin recruitment process. The motion was seconded by Alternate Member Martinez and carried unanimously.

- f. Report on ERDS and G2G implementation process – P. Honny
 - i. Alameda County – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019

- ii. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- iii. Calaveras – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019
- iv. Contra Costa County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
- v. El Dorado County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- vi. Fresno County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- vii. Glenn County – Client
 - 1. G2G – Live
 - 2. ERDS - Live
- viii. Kern County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS - Live
- ix. Madera – Board of Directors
 - 1. G2G – 2019
 - 2. ERDS - 2019
- x. Merced County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xi. Modoc County – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019
- xii. Mono County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xiii. Monterey County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xiv. Napa County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xv. Placer County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xvi. Plumas – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019
- xvii. Sacramento County – G2G
 - 1. G2G – Live
- xviii. San Bernardino County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xix. San Benito - 2020
- xx. San Francisco County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- xxi. San Joaquin County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxii. San Luis Obispo – Client

1. G2G – Live
2. ERDS – Live
- xxiii. Santa Clara County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xxiv. Santa Cruz County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xxv. Shasta – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xxvi. Solano County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xxvii. Sonoma County - Client
 1. G2G - Live
 2. ERDS – Live
- xxviii. Stanislaus - 2020
- xxix. Sutter County - Client
 1. G2G – Live
 2. ERDS - 2019
- xxx. Tehama County – Client
 1. G2G – Live
 2. ERDS – Live
- xxxi. Tuolumne County – Client
 1. G2G – 2019
 2. ERDS - 2019
- xxxii. Yuba County – Client
 1. G2G – 2019
 2. ERDS - 2019
- g. Update on G2G Submitters – Various
 - i. Employment Development Department (EDD)
 1. Live
 - ii. California Department of Tax and Finance Authority (CDTFA)
 1. Live
 2. Not bringing on any additional counties in 2019
 - iii. Franchise Tax Board (FTB)
 1. Live
 - iv. Department of Child Support Services (DCSS) – P. Honny
 1. Live
 - v. Megabyte Systems – Update provided by P. Honny
 1. Tax Collector Interface (not a government agency)
 - a. Butte – Live
 - b. Fresno – migrating over
 - c. Merced - Live
 - d. Monterey - Live
 - e. Napa - Live
 - f. Placer County - Live
 - g. San Joaquin County – Live
 - h. Sonoma County - Live
 - i. Shasta County – Live
 - j. Tehama – Live
9. Committee Reports
 - a. County Certification Policies and Procedures Committee – T. Williamson –Chair
 - i. Adding 3 new titles
 - ii. Received Grant Application from Plumas County
 - b. Technical Standards Committee – B. Zamora Chair

- i. Working on system updates to support VPN connectivity

10. Continuing Business

- a. Unified MOU process overview and update – P. Honny
 - i. Will have to be updated to address new submitter types and requirements set out when new regulations go into effect
- b. Grant Program update – P. Honny
- c. DOJ Regulation process update – P. Honny
- d. CeRTNA General Counsel update – P. Honny
- e. FRPC Form 700 Filing – P. Honny

11. New Business

- a. P. Honny will be out from 3/21/19 – 4/6/19

12. Board of Directors

13. Adjourn 11:01 a.m.